



# MEMORANDUM

Date: July 11, 2024

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Collaboration between Pima County Community & Workforce Development and JobPath**

Attached is a Joint Letter from Mr. Dan Sullivan, Director, Community & Workforce Development and Ms. Ana Grief, Ed.D, CEO, JobPath, Inc. dated July 11, 2024 regarding the Collaboration between Pima County Community and Workforce Development and JobPath.

JKL/mp

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer  
Steve Holmes, Deputy County Administrator  
Dan Sullivan, Director, Community & Workforce Development

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Date: July 11, 2024

To: Jan Leshner  
County Administrator

From: Dan Sullivan   
Community & Workforce Development  
Director

 Ana Greif, Ed.D  
CEO, JobPath, Inc.

**Re: Workforce Development Collaboration between JobPath, Inc. and Community & Workforce Development**

Staff from Pima County Community and Workforce Development (CWD) and JobPath met June 28 and immediately concluded both organizations share an overarching mission – to help people improve their lives through workforce development and urgent wrap-around services. Our shared long-term goal is for JobPath and CWD to develop a collaborative model for the seamless delivery of services to meet the diverse needs of Pima County’s workforce.

Even with a long history of co-enrollment and collaboration, identifying a shared vision made finding ways to work in the best interest of the people we serve a much easier task. The meeting also achieved a much-needed deeper understanding of the services each organization provides and how they can be leveraged to best serve people.

The first year of the collaboration JobPath and CWD will identify and pilot methods to deliver an integrated participant experience, with seamless coordination of services for the participants served under this contract. Both organizations agree the focus for the new contract will be to serve:

- One-Stop participants in need of wrap-around assistance to remove employment barriers that cannot be provided by CWD due to wrap-around service eligibility or immediate need;
- Participants who exceed the income limitations for the County program; and
- Participants experiencing barriers to employment that require the specialized services that JobPath can provide.

With similar programs there is a need to avoid unnecessary duplication of services for shared participants and to coordinate services. To that end we will develop a joint Supportive Service Policy to determine, on a case-by-case basis, which organization’s funding is best for each unique situation and client. Together, we will develop a system for co-enrolled participants that facilitates communication between Job Path Success Coaches and County Case Managers, and that is formalized in a co-enrollment agreement.

Jan Leshner, County Administrator

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Cooperation and de-duplication will further be achieved by all parties by entering client information, including eligibility documents and case notes, into a common database and using similar performance measures. CWD and JobPath will meet monthly to address issues, develop innovative ideas, and further strengthen the partnership. CWD staff will also review JobPath's data daily and review their monthly billings before sending it to Finance for additional review and payment. The partnership will include regular technical assistance, and, in the event an issue arises, collaboration to find a long-term solution to correct the issue.

This partnership adds to CWD's innovative service delivery model by providing an additional entry point for workforce development support services. JobPath strives for continuous quality improvement and excellent stewardship and is committed to a fruitful and positive working relationship. We believe open and continuous communication is the best way to ensure programs remain compliant and working in the best possible way to provide services and safeguard taxpayer dollars.

c: Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer